

**HAMPDEN ENVIRONMENTAL TRUST
COMMITTEE MEETING**

Thursday February 14, 2019

3 P.M.

HAMPDEN TOWN OFFICE

A G E N D A

1. Call to Order
2. Approval of Meeting Minutes – December 6, 2018
3. Review of financial statements from Institutional Trustee (Bangor Savings Bank) – *Town Manager*
4. Recap of Meeting with Bangor Savings Bank – *Town Manager*
5. Review of proposed FY19 costs for reimbursement from Environmental Trust, Income
 - a.) General Fund payments for Stormwater Management totaling \$8,710.50
6. Manager's Items
 - a.) CES Estimates to the Town Planner for Impaired Stream Study.
7. Set date for next meeting
8. Adjourn

**HAMPDEN ENVIRONMENTAL TRUST
COMMITTEE MEETING**

Thursday December 6, 2018

1 P.M.

HAMPDEN TOWN OFFICE

Minutes

1. Call to Order

Meeting was called to order at 12:58 pm.

2. Approval of Meeting Minutes – September 13, 2018

Mayor McPike made a motion to approve the May 23, 2018 Minutes, seconded by Kerry Woodbury. Unanimous 4-0

3. Review of financial statements from Institutional Trustee (Bangor Savings Bank) – *Town Manager*

Manager Chandler went over the balances of the Environmental Trust accounts which included the Revenue Income account being \$932,042.20, and the Revenue Trust account being \$2,738,305.77, as of October 31, 2018.

4. Review of proposed FY18 and FY19 costs for reimbursement from Environmental Trust, Income

Mayor McPike had questions on some of the expenses to be reimbursed, including the Pool brochure, the Postage for the Pool brochure and the cleaning of the Catch basins. Town Planner Karen Cullen mentioned that the Pool brochures are for education and outreach, which is required by the MS4 permit. The MS4 Permit also requires the cleaning of the Catch basins when they are at or exceeding 50% of the Sump volume. Mayor McPike also had a question about the IDDE testing charge on the City of Bangor invoice. Manager Chandler explained that this was to test for E.coli in the stormwater. After some further discussion, the Committee agreed to reimburse for these expenses.

- a. General Fund payments for Stormwater Management totaling \$3,717.30 from 5/26/18 through 6/13/18 FY 18.

Mayor Ivan McPike moved that the funds be reimbursed to the General fund in the amount of \$3,717.30, and seconded by Kerry Woodbury. Unanimous 4-0

- b. General Fund payments for Stormwater Management totaling \$6,778.20 from 7/16/18 through 10/4/18 FY 19.

Kerry Woodbury moved that the funds be reimbursed to the General fund in the amount of \$3,717.30, and seconded by Mayor McPike. Unanimous 4-0

5. Town Manager Items

- a. Discussion of Committee By-Laws – Appointment of Secretary
Manager Chandler was appointed the Secretary and the Scribe was delegated to Jessica Albee.
- b. Discussion of Stormwater & Impaired Streams – *Town Planner*
 - i. Opportunities for Proactive Environmental Planning

Manager Chandler mentioned that he added Karen Cullen to discuss other ideas involving this Committee, and in some decision making for upcoming projects. He said that the Committee is an asset to the town, so it would benefit the staff, and town as a whole if we had things/items that related to stormwater to bounce off of the Committee. The Committee was fine with this. The town Planner Karen Cullen then talked about four different projects that the Trust may be able to fund. The first project would make the most difference in water quality at Sucker Brook Stream, and it is tackling the issue of the Cattle field. The land owner doesn't want to do anything, and he won't let researchers on the land to do surveying. The cattle field is contributing to most of the pollution in the Town. The plan is to just keep banking money to put towards a project to take care of that. The next project would be completing the Sucker Brook CFUP (Compensation Fee Utilization Plan). This second plan won't cost any money, and will make it easier for developers to build within the water sheds. The third project would be Water quality monitoring in Shaw Brook, and Sucker Brook. It was mentioned that the City of Bangor is currently doing this, and it would make sense to use the same protocols that

they use. The fourth project would be coming up with Watershed management plans, which would improve water quality. We are currently paying a fee of about 63,050.00 to FW Webb, and in the next five years this will most likely be required anyway. Karen Cullen mentioned that they will be reaching out to Bangor and Hermon to work with them on these plans. The Environmental Trust Committee agreed that these items are going to have to be dealt with, and we should utilize the Environmental Trust funds instead of pushing in onto the tax payer. It was also mentioned that some of these projects will help improve air quality, and water quality, so it may be eligible to use the Environmental Trust Principal account. Karen Cullen also mentioned that there also may be grants available to help with some of these costs. Manager Chandler said that CES reached out to him because they are currently working with Bangor and are interested in working with the Town of Hampden. Planner Karen Cullen mentioned that they are working on getting estimates together, hopefully in time for the next meeting.

6. Set date for next meeting

The next meeting of the Environmental Trust was agreed to take place on February 13, 2019.

7. Adjourn

The meeting of the Environmental Trust Committee was adjourned at 2:32 pm.

Wealth Management

P.O. Box 930, Bangor, ME 04402

Account Summary

Statement of Value and Activity

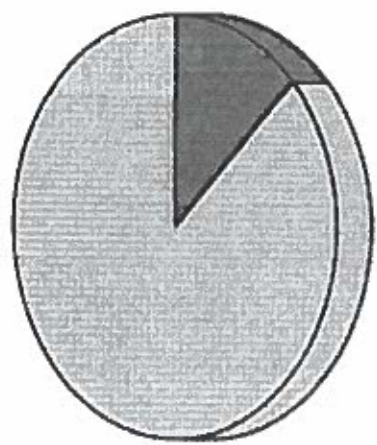
November 1, 2018 - November 30, 2018

Market Value Reconciliation

	This Period	1/1/18 to 11/30/18
Beginning Market Value	\$2,738,305.77	\$2,787,969.61
Additions	\$0.00	\$0.00
Distributions	-\$5,265.89	-\$51,918.22
Income	\$5,265.89	\$48,127.10
Non Cash Asset Changes	\$0.00	\$0.00
Change in Market Value	\$6,945.75	-\$38,926.97
Ending Market Value	\$2,745,251.52	\$2,745,251.52
Realized Gains/Losses	\$0.00	-\$3,985.74

Asset Allocation Summary

Asset Class	Balance
87% Fixed Income	\$2,398,423.50
13% Cash and Equivalents	\$346,828.02
100% Total Assets Value	\$2,745,251.52

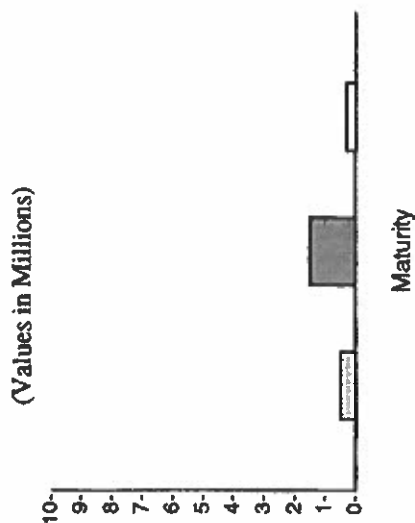


Portfolio Analysis

Statement of Value and Activity

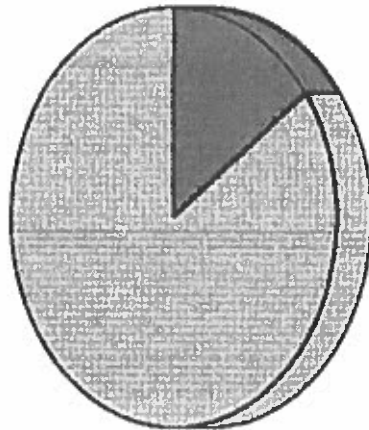
November 1, 2018 - November 30, 2018

Bond Maturity Schedule



Bond Maturity	Market Value
Less than 1 year	\$545,559.00
1 to 5 years	\$1,512,462.25
5 to 10 years	\$340,402.25
10 to 15 years	\$0.00
15 to 20 years	\$0.00
20 + years	\$0.00
100% Total	\$2,398,423.50

Bond Quality Summary



Quality Rating	Market Value
AAA	\$0.00
AA	\$2,050,503.50
A	\$0.00
BBB	\$0.00
Other	\$347,920.00
100% Total	\$2,398,423.50

Account Summary

Statement of Value and Activity

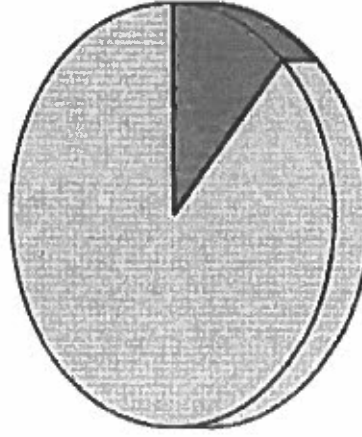
November 1, 2018 - November 30, 2018

Market Value Reconciliation

	This Period	1/1/18 to 11/30/18
Beginning Market Value	\$932,042.20	\$926,384.70
Additions	\$0.00	\$0.00
Distributions	\$5,265.89	\$8,784.84
Income	\$1,280.35	\$14,111.49
Non Cash Asset Changes	\$0.00	\$0.00
Change in Market Value	\$1,928.61	-\$8,763.98
Ending Market Value	\$940,517.05	\$940,517.05
Realized Gains/Losses	\$0.00	\$0.00

Asset Allocation Summary

	Asset Class	Balance
88%	Fixed Income	\$828,836.45
12%	Cash and Equivalents	\$111,680.60
100%	Total Assets Value	\$940,517.05



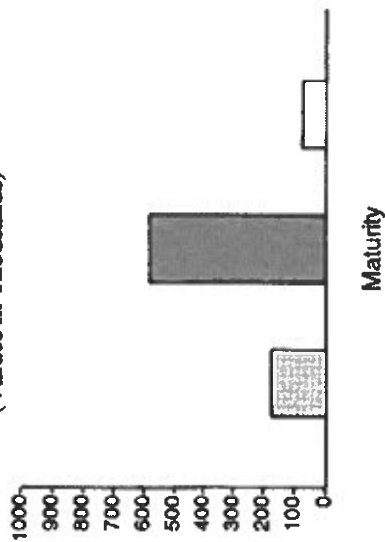
Portfolio Analysis

Statement of Value and Activity

November 1, 2018 - November 30, 2018

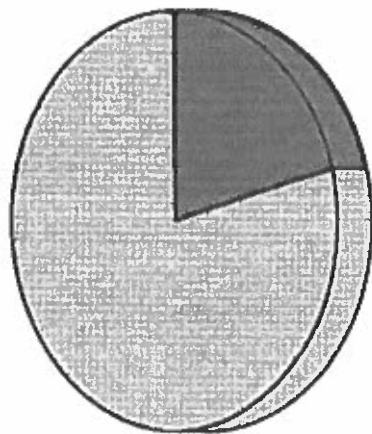
Bond Maturity Schedule

(Values in Thousands)



Bond Maturity	Market Value
Less than 1 year	\$173,323.00
1 to 5 years	\$583,249.45
5 to 10 years	\$72,264.00
10 to 15 years	\$0.00
15 to 20 years	\$0.00
20 + years	\$0.00
100% Total	\$828,836.45

Bond Quality Summary



Quality Rating	Market Value
AAA	\$0.00
AA	\$656,998.45
A	\$0.00
BBB	\$0.00
Other	\$171,838.00
100% Total	\$828,836.45

Account Summary

Statement of Value and Activity

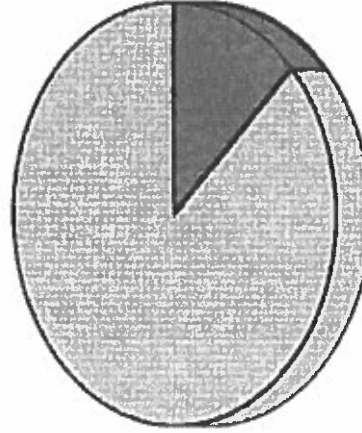
December 1, 2018 - December 31, 2018

Market Value Reconciliation

	This Period	1/1/18 to 12/31/18
Beginning Market Value	\$2,745,251.52	\$2,787,969.61
Additions	\$0.00	\$0.00
Distributions	-\$8,492.41	-\$60,410.63
Income	\$7,464.74	\$55,591.84
Non Cash Asset Changes	\$0.00	\$0.00
Change in Market Value	\$18,733.05	-\$20,193.92
Ending Market Value	\$2,762,956.90	\$2,762,956.90
Realized Gains/Losses	\$0.00	-\$3,985.74

Asset Allocation Summary

	Asset Class	Balance
87%	Fixed Income	\$2,417,156.55
13%	Cash and Equivalents	\$345,800.35
100%	Total Assets Value	\$2,762,956.90

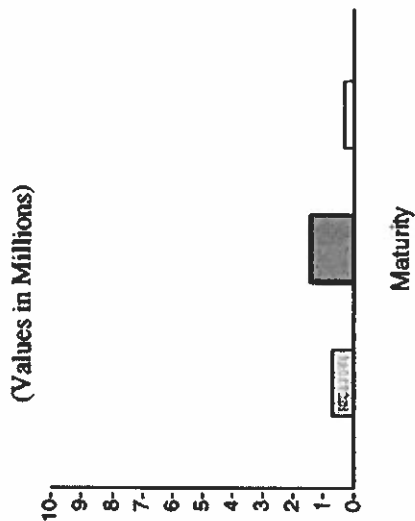


Portfolio Analysis

Statement of Value and Activity

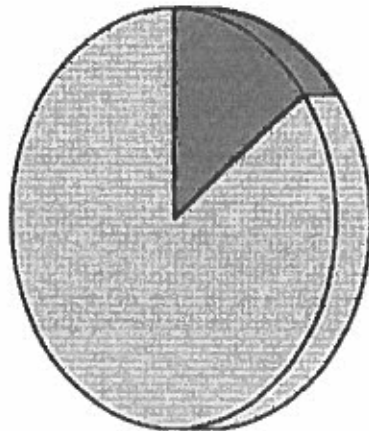
December 1, 2018 - December 31, 2018

Bond Maturity Schedule



Bond Maturity	Market Value
Less than 1 year	\$671,683.00
1 to 5 years	\$1,399,854.05
5 to 10 years	\$345,619.50
10 to 15 years	\$0.00
15 to 20 years	\$0.00
20 + years	\$0.00
100% Total	\$2,417,156.55

Bond Quality Summary



Quality Rating	Market Value
AAA	\$0.00
AA	\$2,064,779.05
A	\$0.00
BBB	\$0.00
Other	\$352,377.50
100% Total	\$2,417,156.55

Account Summary

Statement of Value and Activity

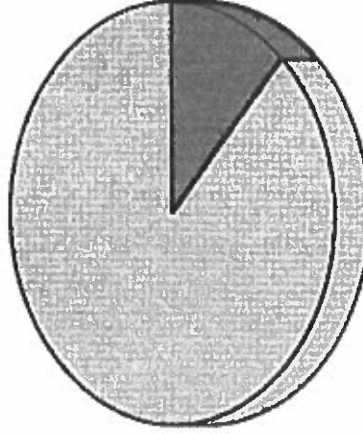
December 1, 2018 - December 31, 2018

Market Value Reconciliation

	This Period	1/1/18 to 12/31/18
Beginning Market Value	\$940,517.05	\$926,384.70
Additions	\$0.00	\$0.00
Distributions	-\$4,756.82	\$4,028.02
Income	\$2,647.56	\$16,759.05
Non Cash Asset Changes	\$0.00	\$0.00
Change in Market Value	\$7,000.30	-\$1,763.68
Ending Market Value	\$945,408.09	\$945,408.09
Realized Gains/Losses	\$0.00	\$0.00

Asset Allocation Summary

Asset Class	Balance
88% Fixed Income	\$835,836.75
12% Cash and Equivalents	\$109,571.34
100% Total Assets Value	\$945,408.09

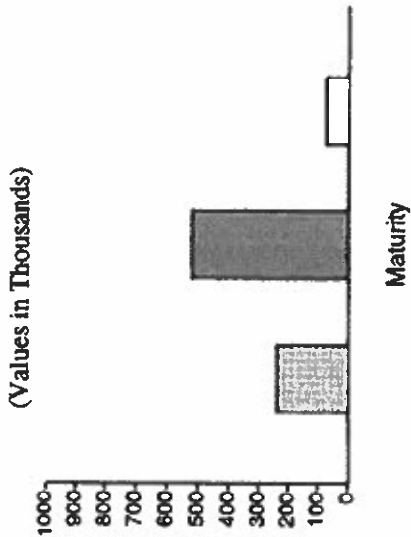


Portfolio Analysis

Statement of Value and Activity

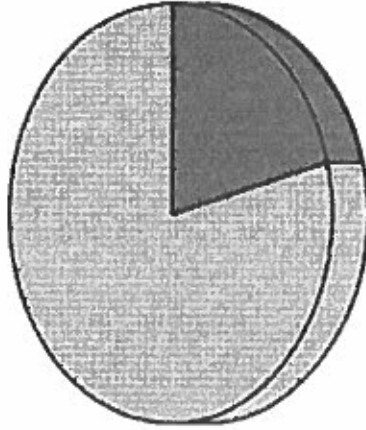
December 1, 2018 - December 31, 2018

Bond Maturity Schedule



Bond Maturity	Market Value
Less than 1 year	\$238,789.95
1 to 5 years	\$523,359.30
5 to 10 years	\$73,687.50
10 to 15 years	\$0.00
15 to 20 years	\$0.00
20 + years	\$0.00
100% Total	\$835,836.75

Bond Quality Summary



Quality Rating	Market Value
AAA	\$0.00
AA	\$661,028.25
A	\$0.00
BBB	\$0.00
Other	\$174,808.50
100% Total	\$835,836.75

Eligible Costs Incurred, Proposed for Environmental Trust Reimbursement

Date	Invoice #	Paid	Vendor	Purpose	Expense	Category of Stormwater Management Cost					Source of Proposed Reimbursement		
						Maintenance	Compliance Documentation	Supplies	Contracted Services	Training/Travel	Principal	Income	Receipt
07/16/18	106676	08/01/18	Juniper Ridge Landfill	Grit Screening	\$ 962.28		\$ 962.28					\$ 962.28	Y
08/06/18	6413	08/29/18	American Concrete Industries	Boo/Pipe Catch Basins	\$ 443.60	\$ 443.60						\$ 443.60	Y
08/06/18	6417	08/29/18	American Concrete Industries	Boo/Pipe Catch Basins	\$ 384.30	\$ 384.30						\$ 384.30	Y
08/06/18	6416	08/29/18	American Concrete Industries	Boo/Pipe Catch Basins	\$ 443.60	\$ 443.60						\$ 443.60	Y
08/06/18	6415	08/29/18	American Concrete Industries	Boo/Pipe Catch Basins	\$ 443.60	\$ 443.60						\$ 443.60	Y
08/06/18	6414	08/29/18	American Concrete Industries	Boo/Pipe Catch Basins	\$ 443.60	\$ 443.60						\$ 443.60	Y
08/16/18	5431011	09/05/18	Everett J. Prescott	Slit Coupler	\$ 70.00	\$ 70.00						\$ 70.00	Y
08/30/18	8000000145	05/19/18	City of Bangor	Compliance Testing	\$ 220.00		\$ 220.00					\$ 220.00	Y
10/03/18	8422	10/17/18	Aller's Environmental	Cleaned Catch basins/Vacuum truck/Labor	\$ 1,890.00	\$ 1,890.00						\$ 1,890.00	Y
10/04/18	7015-6	11/07/18	Sherwin-Williams	Paint supplies	\$ 262.22			\$ 262.22				\$ 262.22	Y
07/26/18	8398	10/31/18	Aller's Environmental	Cleaned 12 catch basins/Vacuum truck/Labor	\$ 1,215.00	\$ 1,215.00						\$ 1,215.00	Y
11/26/18	126181MST00	12/12/18	State of Maine	2019 Annual Fee for municipal Stormwater (MS4) discharges for permit #ME041022	\$ 196.00	\$ 196.00						\$ 196.00	
07/01/18	1044	08/01/18	Bangor Area Stormwater Group	Annual Membership Dues 2018-2019	\$ 4,000.00	\$ 4,000.00						\$ 4,000.00	
08/30/18	8000000145	09/19/18	City of Bangor	Idle Testing	\$ 220.00	\$ 220.00						\$ 220.00	
12/12/18	2018-670	12/19/18	Stillwater Environmental Engine	Stormwater Consultant	\$ 4,294.50	\$ 4,294.50						\$ 4,294.50	

Sub totals: \$ 1,351.00 R 01-48 \$ 6,778.20

YTD reimbursed to General Fund: \$ 7/1/2018
Total proposed for reimbursement to General Fund (next mty): \$ 8,710.50 2/14/2019

Total proposed for reimbursement to General Fund: \$ 8,710.50

Deposit to: YTD 1,351.11 HCB
Total from Principal \$ 15,488.70 R 01-48 Env Tr Rev
Budgeted revenue \$ 203,860.00 FY19 Town Budget
Remaining budgeted revenue (FY19) \$ 188,371.30

6/7/2018



Stillwater Environmental Engineering, Inc.
PO Box 426
Target Technology Center
20 Godfrey Drive
Orono, ME 04473 US
207-949-0074
pruck@stillwaterenv.com
<http://www.stillwaterenv.com>

10-10-22-05
JTC
12/19/18

BILL TO
Sean Currier
Town of Hampden
106 Western Avenue
Hampden, ME 04444

INVOICE 2018-670

DATE 12/12/2018 **TERMS** Net 15

DUE DATE 12/27/2018

DATE	ACTIVITY	AMOUNT
11/30/2018	Engineering Consulting Services:Senior Project Manager Environmental Engineer Employee - Phil Ruck Tasks: * Marina Park Five-Year recertification inspection re * PY5 MS4 annual report review and submittal * MS4 Stormwater Team meetings (9/5/18), 7.5 @ . <i>Env. Trust</i>	787.50
11/30/2018	Engineering Consulting Services:Assistant Project Manager Employee - Jeffry Spaulding Tasks: * Follow-up dry weather flows E. Coli sampling oversight * Marina Park Five-Year recertification inspection and report preparation * PY5 MS4 annual report preparation, 30 @ \$70.00	1,100.00
11/30/2018	Engineering Consulting Services:Assistant Project Scientist Employee - Cara Belanger Tasks: * Follow-up dry weather flows E. Coli sampling preparation and coordination * PY5 MS4 annual report preparation assistance, 9.5 @ \$55.00	522.50
11/30/2018	Engineering Consulting Services:Engineering Technician Employee - Isaac Arabadjis Tasks: * PY5 MS4 annual report preparation assistance, 4.5 @ \$45.00	202.50

Thank you for your business!

DATE	ACTIVITY	AMOUNT
11/30/2018	Engineering Consulting Services: Intern Employees - Baxter Hughes, Alexander Murchison Tasks: * Field verification of any un-located catch basins and outfalls following annual PY5 infrastructure inspections * Catch basin and outfall field verification summary report preparation * Follow-up dry weather flows E. Coli sampling * Follow-up dry weather flows E. Coli sampling summary preparation, 12 @ \$36.00	432.00
11/30/2018	Technology Fee 1 Monthly Fulcrum App Charge for July, August, September, October and November, 5 @ \$50.00	250.00

For professional services provided by SEE for the period of
 July 1 through November 30, 2018.

TOTAL DUE	\$4,294.50
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Thank you for your business!



INVOICE: 8000000145 PAGE 1
DATE: Aug 30, 2018 OF 1

SERVICE: WASTE WATER TREATMENT
CUSTOMER PO:
CUSTOMER PH:
TERMS: 30 DAYS

DUE DATE: Sep 29, 2018

CUSTOMER NO: 0000159706

SERVICE ADDRESS:

HAMPDEN, TOWN OF
SEAN CURRIER, PUBLIC WORKS DIRECTOR
106 WESTERN AVE
HAMPDEN, ME 04444

HAMPDEN, TOWN OF
106 WESTERN AVE
HAMPDEN, ME 04444

-----DESCRIPTION-----	QTY----	UNIT PRICE	TOTAL PRICE-	TAX
PUMP STATION & SCADA-JULY 2018	1.00	3,762.560	3,762.56N	
TREATMENT OF WASTEWATER-JULY 2018	1.00	3,506.100	3,506.10N	
WORK PERFORMED ABOVE CONTRACT	1.00	1,271.980	1,271.98N	

60-10-60-02 Treatment \$ 3,506.10 ✓

60-10-60-04 p/s maint. \$ 4814.54

876
9/4/18

10-10-22-05 1000 testing \$ 220.00 ✓

\$220.00 to
Env. trust for
compliance testing

FOR QUESTIONS CONCERNING THIS INVOICE
PLEASE CONTACT THE WASTE WATER
TREATMENT PLANT AT (207) 992-4470.

ADJUSTMENTS: 0.00
TOTAL DUE: 8,540.64

Make All Checks Payable to: City of Bangor, 73 Harlow Street, Bangor, Maine 04401

Bangor Area Stormwater Group
 59 Main Street
 Orono, ME 04473

INVOICE

BILL TO

Town of Hampden
 106 Western Ave
 Hampden, ME 04444

INVOICE # 1044

DATE 07/01/2018

DUE DATE 07/31/2018

TERMS Net 30

ACTIVITY	QTY	RATE	AMOUNT
Annual Assessment	1	4,000.00	4,000.00
Annual Assessment for BASWG Membership			

Make all checks payable to Bangor Area Stormwater Group
 Employer Identification Number (EIN): 56-2585669

Summary of Assessment

City of Bangor: \$6,000
 City of Brewer: \$4,000
 Town of Hampden: \$4,000
 Town of Millford: \$3,000
 City of Old Town: \$4,000
 Town of Orono: \$4,000
 Town of Veazie: \$3,000
 University of Maine: \$4,000
 Maine Air National Guard: \$1,600
 UMA - Bangor: \$1,600
 Eastern Maine Community College: \$1,600
 Dorothea Dix Psychiatric Center: \$1,600
 TOTAL: \$38,400

BALANCE DUE

\$4,000.00

10-10-22-05

AK
 7/31/18

INVOICE

Remit to:

DEPT ENVIRONMENTAL PROTECTION, NRSC
ATTN: KELLI CONNEELY
155 STATE HOUSE STATION
AUGUSTA ME 04333-0155

Bill to:

TOWN OF HAMPDEN
ATTN: KYLE SEVERANCE, GIS/IT SPECIALIST
106 WESTERN AVE
HAMPDEN ME 04444

Customer Name TOWN OF HAMPDEN		Page 1
Customer Number 06AMSTWMER041022	Invoice Number DEP1126181MST0000028	Invoice Date 11-26-18
	AR Dept BPRO	Due Date 12-26-18
	06A:MSTW	Amount Due \$196.00
		Amount Enclosed

RECEIVED

DEC 03 2018

BY:.....

Payment Method: Check ☐ Money Order ☐

☐ Please check if address has changed. Write correct address on back of stub and attach with payment

Please write Invoice No on front of check or Money Order. DO NOT MAIL CASH

ENV. TRST

Please detach the above stub and return with your remittance payable to TREASURER STATE OF MAINE



ENVIRONMENTAL PROTECTION
ORIGINAL

Acct. No. 10-10-22-05
DEPARTMENT HEAD SIGNATURE
DATE 12/4/18

Customer Name TOWN OF HAMPDEN	Customer Number 06AMSTWMER041022	Orig. Inv. Date 11-26-18	Orig. Due Date 12-26-18
		Invoice Number DEP1126181MST0000028	Invoice Date 11-26-18

Invoice Charges

Ref Line No.	DESCRIPTION	No. of Units	Unit of Measure	Unit Price	Charges/Credit
1	2019 ANNUAL FEE FOR MUNICIPAL STORMWATER (MS4) DISCHARGES FOR PERMIT # MER041022				\$196.00
TOTAL INVOICE Charges					\$196.00

Other Charges

DESCRIPTION	Date	Charges

Credit Payments Applied	\$0.00
Total Amount Due By 12-26-18	\$196.00

This invoice is for the licensed facility below:
TOWNWIDE MS4 STORMWATER GENERAL PERMIT
TOWNWIDE
HAMPDEN, ME 04444

Instructions

PLEASE NOTE: Interest at a rate of 1.25% per month will be applied to any balance not received by the Due Date on the original invoice.

CONTACT:	Chris Everett	207-287-7862	christopher.everett@maine.gov
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